

**Health Science Education
Support Services
Course Code #5500**

1 Credit

School Year _____

Term: **Fall Spring**

Rate each student on the following

3 – Mastered (Can work independently with no supervision)

2 – Require supervision (Can perform with limited supervision)

1 – Not mastered (Requires instructions and close supervision)

N – No exposure (No experience or knowledge in this area)

Student: _____ Grade _____

Teacher: _____ School _____

Number of Competencies in Course: 39

Number of Competencies Mastered:

Percent of Competencies Mastered:

Standard 1.0 The student will perform effective verbal and nonverbal communication skills with co-workers, patient/client, family and friends of patient/client.

*One of these columns must be checked

Learning Expectations	Check the appropriate Mastery or Non-Mastery column*	Rating (Circle one)	Mastery	Non-Mastery
1.1 Demonstrate communication skills with the client who has special needs.		3 2 1 N		
1.2 Demonstrate professional communication techniques in a courteous way with co-workers and clients.		3 2 1 N		
1.3 Analyze limitations and barriers to effective communication.		3 2 1 N		
1.4 Evaluate verbal and non-verbal body language of co-workers and clients/patients.		3 2 1 N		
1.5 Direct calls to the appropriate person by receiving, managing, and directing telephone calls.		3 2 1 N		

Standard 2.0 The student will demonstrate the responsibilities of their assigned roles as defined in their job description.

*One of these columns must be checked

Learning Expectations	Check the appropriate Mastery or Non-Mastery column*	Rating (Circle one)	Mastery	Non-Mastery
2.1 Construct a diagram of careers and educational requirements for each career.		3 2 1 N		
2.2 Interpret job descriptions for specific jobs.		3 2 1 N		
2.3 Perform job duties while adhering to the ethical and legal rights of the patient.		3 2 1 N		
2.4 Employ leadership skills while working as a member of a health care team and as a member of National HOSA.		3 2 1 N		
2.5 Retrieve information from electronic sources.		3 2 1 N		
2.6 Research and select the environmental services profession of choice.		3 2 1 N		

Standard 3.0 The student will employ and demonstrate adaptive skills in a health care facility.

*One of these columns must be checked

Learning Expectations	Check the appropriate Mastery or Non-Mastery column*	Rating (Circle one)	Mastery	Non-Mastery
3.1 Compare career options, comparing an inventory of skills used in a health care setting.		3 2 1 N		
3.2 Manage skills at various levels following organization structure.		3 2 1 N		
3.3 Make proper adjustments on safety relating to personnel, clients, or specific situations.		3 2 1 N		
3.4 Manage biomedical contracts having knowledge of products being used and inventoried.		3 2 1 N		

Standard 4.0 The student will comply with state and federal regulations and laws to ensure that their actions are within all guidelines for the operation of a business.

*One of these columns must be checked

Learning Expectations	Check the appropriate Mastery or Non-Mastery column*	Rating (Circle one)	Mastery	Non-Mastery
4.1 Understand different levels of requirements by local, state, and federal agencies to conduct business in a designated health care setting.		3 2 1 N		
4.2 Become aware of legal consequences of unprofessional conduct and/or criminal activities.		3 2 1 N		
4.3 Properly report compliance issues according to the organizational structure and/or government officials both as it relates to patients bill of rights and personal safety.		3 2 1 N		

Standard 5.0 The student will demonstrate the ability to prepare, assemble and deliver a high quality, nutritious meal for the clients they serve.

*One of these columns must be checked

Learning Expectations		Check the appropriate Mastery or Non-Mastery column*				Rating (Circle one)	Mastery	Non-Mastery
		3	2	1	N			
5.1	Follow procedures to maintain a sanitary environment according to facility guidelines.							
5.2	Prepare meals according to specified orders by the physician or dietitian.							
5.3	Organize and establish inventory control and patient satisfaction survey policies.							
5.4	Inspect food to maintain temperature standards according to state guidelines.							

Standard 6.0 The student will demonstrate and use the correct transport equipment.

*One of these columns must be checked

Learning Expectations		Check the appropriate Mastery or Non-Mastery column*				Rating (Circle one)	Mastery	Non-Mastery
		3	2	1	N			
6.1	Use the client's name and I.D. number to identify client prior to transporting.							
6.2	Demonstrate proper body mechanics and safety measures while transferring and escorting the client to the designated location.							
6.3	Properly follow discharge planning procedures to completion.							

Standard 7.0 The grounds and environment service student will demonstrate safety and effectively the ability to operate equipment used in the aseptic and aesthetic up-keep of the facility inside and out.

*One of these columns must be checked

Learning Expectations		Check the appropriate Mastery or Non-Mastery column*				Rating (Circle one)	Mastery	Non-Mastery
		3	2	1	N			
7.1	Inventory the appropriate equipment to be used for a specified task of grounds management.							
7.2	Demonstrate safety precautions necessary while operating specified equipment.							
7.3	Create an environment that is conducive to the promotion of health.							

Standard 8.0 The student will distinguish and differentiate between biomedical equipment in a health care setting.

*One of these columns must be checked

Learning Expectations		Check the appropriate Mastery or Non-Mastery column*				Rating (Circle one)	Mastery	Non-Mastery
		3	2	1	N			
8.1	Identify the appropriate biomedical equipment to be used in a specific setting.							
8.2	Score the functioning of equipment to ensure it's proper functioning within manufacturers guidelines.							
8.3	Demonstrate safety measures related to biomedical equipment.							

Standard 9.0 The student will learn to inspect and ensure a safe, clean, climate controlled and functional environment.

*One of these columns must be checked

Learning Expectations		Check the appropriate Mastery or Non-Mastery column*				Rating (Circle one)	Mastery	Non-Mastery
		3	2	1	N			
9.1	Interpret operating manuals completely.							
9.2	Inspect mechanical systems to ensure that they are properly functioning.							
9.3	Develop maintenance inspection records and manage repairs to ensure equipment is operating within normal ranges according to the manufacturer's recommendations.							

Standard 10.0 Demonstrate performance skills in the laboratory. Following check off of skills, students will be eligible for a clinical internship. Students will demonstrate knowledge and skills in a health care clinical setting.

*One of these columns must be checked

Learning Expectations		Check the appropriate Mastery or Non-Mastery column*				Rating (Circle one)	Mastery	Non-Mastery
		3	2	1	N			
10.1	Read, interpret, verbalize and apply policies and procedures appropriate to health care setting.							
10.2	Participate in a health care facility orientation prior to clinical experience.							
10.3	Utilize proper communication, critical thinking and problem-solving techniques.							
10.4	Demonstrate the safe and appropriate use of equipment and supplies.							
10.5	Perform skills safely and effectively as outlined in policy and procedures of the health care facility and standards of the health care profession.							

Additional Comments _____